



The City Clerk's Office has launched an online electronic filing system, called the E-Filing System, for all filers (officeholders, candidates, political action committees and anyone required to file the Schedule ATX.1 or Schedule ATX 8). **All filers must electronically file all campaign finance reports.**

The new E-Filing System will streamline the filing process by allowing filers to file their reports from any location at their convenience by providing built in validation checks to reduce errors on the reports and eliminate the requirement for filers to submit a separate data file.

Who must use the E-Filing System

All filers must electronically file all campaign finance reports.

Filers will be able to file the following reports using the E-Filing System:

- Texas Ethics Commission Candidate/Officeholder Campaign Finance Report (C/OH Forms)
 - Semi-Annual Report (C/OH Form) for Candidates, Officeholders and PACs
 - 30th Day Pre-Election Report (C/OH Form) for Candidates, Officeholders and PACs
 - 8th Day Pre-Election Report (C/OH Form) for Candidates, Officeholders and PACs
 - Candidate/Officeholder Report of Unexpended Contributions
 - C/OH Final Report
 - 15th Day after Campaign Treasurer Appointment Report
 - Exceeded \$500 Limit Report
- Texas Ethics Commission Correction Affidavit for Candidate/Officeholder (COR-C/OH Form)
- Statement of Financial Information (SFI) for Candidates and Officeholders
- Personal Financial Statement (PFS) for Candidates and Officeholders
- Schedule ATX 1 – Direct Campaign Expenditures
- Schedule ATX 5 – Bundling Report
- Schedule ATX 7 – Pre-Election Report – Candidates
- Schedule ATX 7 – Pre-Election Report – Political Action Committees
- Schedule ATX 8 – Report of Covered Transfers Supporting Direct Campaign Expenditures (for anyone required to file)
- *Schedule ATX.6 Exemption Statement is no longer required*

Requesting an Account for the E-Filing System

In order to file electronically and obtain an E-Filing account and password, candidates and political action committees will need to submit the following two forms to the City Clerk's Office:

- Appointment of a Campaign Treasurer by a Candidate (CTA)
- Campaign Finance Contact Form

The CTA form will still be required to be submitted to the City Clerk's Office. The CTA form can be accessed by the following link: <https://www.ethics.state.tx.us/forms/coh/cohfrm.php>.

The Campaign Finance Contact Form can be filled out and submitted online by the following link: https://cityofaustin.formstack.com/forms/campaign_finance_contact_form. In order to prevent any delay in filing your report, please submit the Contact Form at least one business day in advance of filing your campaign finance report.

Once both forms have been submitted, the City Clerk's Office will create a user account in the E-Filing System for the filer. The filer will receive an email from donotreply@ethicsefile.com email address with the filer's "Filer ID" and full login information.

The E-Filing System can be accessed by the following link: <https://austintexas.ethicsefile.com/EFLFilerWeb/pages/login/statewideLogin>.